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A G E N D A

Office of Logistics Quarterly Planning Conference  
18 April 1984 - 1330 Hours

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Opening Remarks

Daniel C. King, D/L

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Objectives

Develop Professionalism Program  
within OL for both Blue and White  
Collar Workers

Resolve Issues Related to Agency  
Taking over Headquarters M&O in  
FY 1985

Strengthen and Expand Personnel  
Management Support in OL

Implement the DDA's Quality of Life  
Program

Closing Remarks

Daniel C. King

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FY 1984 DIRECTORATE-LEVEL OBJECTIVES

- Consolidate Agency Metropolitan Washington Area activities in the new Headquarters Building.
- Develop formalized "professionalism" program within OL for both blue and white-collar workers.
- Develop and implement the Logistics Integrated Management System (LIMS).
- Establish overseas personal computer capabilities.
- Strengthen and expand personnel management support in OL.
- Convert General Provisions used in Agency contracts from DARS to FARS.
- Investigate the feasibility of automating the courier receipt filing, tracing, and retrieval system as well as the codeword accountability system within the M&CB. *on hold*
- Complete implementation of a more effective Vehicle Dispatch Plan. ?
- Implement the DDA's "Quality of Life" program.
- Implement corrective action to customer surveys in LSD.
- Complete basic operational capability of the Digital Prepress System.
- Complete evaluation of the Quality Circle Program in P&PD and access application elsewhere in OL.
- Develop and implement NOMAD based P&PD Management Information System.
- Implement corrective action to problems uncovered in the P&PD customer-services questionnaire.
- Expand personnel exchange program with external agencies.
- Develop and disseminate customer-survey questionnaires and take appropriate action to respond to customer comments (PD, RECD, SD).

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Agenda for OIA

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DDA'S QUALITY OF LIFE PROGRAM

1. WORK WITH GSA AND GSI TO IMPLEMENT PLANS FOR UPGRADING THE DECOR IN THE NORTH AND SOUTH CAFETERIAS.
2. IN CONJUNCTION WITH GSA, FEB, AND OMS, IMPLEMENT PLANS FOR UPGRADING THE APPEARANCE AND FACILITIES OF THE GYM.
3. WORK WITH GSA AND OMS TO UPGRADE THE DECOR IN THE OMS OFFICE.
4. CONTINUE TO WORK WITH GSA TO IMPROVE THE APPEARANCE AND SAFETY OF THE GROUND FLOOR.
5. REPAIR TUNNEL.
6. UPGRADE APPEARANCE OF HEADQUARTERS BUILDING.

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